

Hotel Security Staff Timesheet

Staff Name: _____

Employee ID: _____

Position: _____

Week Starting: _____ / _____ / _____

Date	Day	Shift Start	Shift End	Break (hrs)	Total Hours Worked	Supervisor Initial
____ / ____ / ____	_____	_____	_____	_____	_____	_____
____ / ____ / ____	_____	_____	_____	_____	_____	_____
____ / ____ / ____	_____	_____	_____	_____	_____	_____
____ / ____ / ____	_____	_____	_____	_____	_____	_____
____ / ____ / ____	_____	_____	_____	_____	_____	_____
____ / ____ / ____	_____	_____	_____	_____	_____	_____
____ / ____ / ____	_____	_____	_____	_____	_____	_____
Weekly Total Hours: _____						_____

Staff Signature / Date _____

Supervisor Signature / Date _____